

CLARK COUNTY CLEAN WATER COMMISSION

Wednesday, January 17, 2001
6:00 – 8:30 PM

Clark County Public Works Department
Conference Room
4700 NE 78th Street
Vancouver, Washington

Call to Order

Roll Call:

Commission Members Present

Robert Agard, Willie Bourlet, Cal Ek, Dana Kemper, Mary Martin, Susan Rasmussen, Don Steinke, Art Stubbs, and Peter Tuck

Clark County Public Works Staff

Kelli Frost, and Earl Rowell

Public

Vaughn Brown, Jeanne Lawson Associates, Inc.

Introduction:

The members of the Clean Water Commission, Clark County staff, and public were introduced. Chair, Commissioner Kemper, then called the meeting to order.

Agenda and material review:

Mr. Rowell reviewed the packet of materials for tonight's meeting:

- 1) Agenda;
- 2) Notes from the January 3, 2001 meeting;
- 3) Watershed Stewards Training outline;
- 4) Clark County Clean Water Commission Potential Incentives Worksheet;
- 5) Calendar of Clark County Clean Water Commission and Other Water Related Events;
- 6) A copy of water quality protection advertisements shown in local newspapers and various theaters;
- 7) The Daily Insider dated January 8, 2001 which includes an article entitled: County's storm water treatment effort wins \$206,000 grant from DOE;
- 8) E-mail from Department of Ecology dated January 4, 2001 regarding state grants; and
- 9) E-mail from Environmental Defense Fund dated January 9, 2001 regarding pollution.

Also included were the following handouts:

- A copy of the Rough Draft Proposed Modifications to Ordinance 1999-11-09; and
- Copies of reference material from the grant workshop held in Tacoma on January 16, 2001.

Updates and Communications from the public/media/agencies:

The Battle Ground Reflector has hired a new reporter, Burr McCutcheon, he succeeds Gina Bacon.

01/03/01 meeting notes:

The notes for Clean Water Commission meeting held, Wednesday, January 3, 2001 were approved as written.

Group Discussion

Facilitator for Clean Water Commission Meeting:

Mr. Rowell introduced Vaughn Brown, from Jeanne Lawson Associates, to the Clean Water Commissioners. Mr. Brown recently served as facilitator to the Clean Water Funding Task Force.

Mrs. Martin encouraged the Clean Water Commission to seriously consider hiring a facilitator to help them work through the incentive issue.

Mr. Bourlet made the following comments:

1. We have three assignments from the Board of County Commissioners, which have not been met. I would like to see a facilitator help us get through each one as quickly as possible.
 - The incentive program;
 - Developing criteria to evaluate the budget; and
 - Accountability.
2. In September we will begin working on the budget for years 2002-2003. As Clean Water Commissioners we will need to establish some criteria for evaluating the budget.

Mr. Agard: It's hard to develop criteria to evaluate the budget and determine accountability until after the first full year of a program, when there will be a more accurate account of budget expenditures and accomplishments.

Mr. Tuck recited from Ordinance NO 1999-11-09, CCC 13.30A.040 Clean Water Commission:

"The commission shall establish the criteria for evaluating the effectiveness of the program and set forth the criteria in the annual report. The annual report shall include a plan for the upcoming year in addition to evaluating the effectiveness of the program in the preceding year."

Mr. Tuck concluded by saying that it seems we need to decide what it is that we are trying to accomplish under these objectives before we go any further.

Mr. Rowell: In your previous packet of materials you should have a hand out that outlines performance measures. Some of which are listed below:

1. Meet NPDES permit requirements and establish timelines;
2. Spend program dollars effectively;
3. Have effective departmental coordination;
4. Maintain a high-level of customer service; and
5. Inform and involve the public in clean water issues.

Mr. Kemper asked Mr. Brown how he could help this Commission accomplish these tasks?

Mr. Brown outlined several ways in which a facilitator could assist the Clean Water Commission:

1. A facilitator can help keep a group focused on certain tasks or issues. A facilitator can't make decisions for a group.
2. A facilitator can assist a group in closure. A facilitator asks questions such as, "Have we done enough talking on this subject, if so, let's move on to the next topic."
3. A facilitator can help this Commission structure meetings. During a work session you may want to break up into small groups and work on specific topics, or you may want to limit your agenda to fewer topics.
4. A facilitator can help keep records and write reports as criteria are developed and tasks are accomplished.
5. A facilitator can help this Commission reach decisions by other means than sitting around a table and talking.
6. A facilitator has the ability to stop and redirect a meeting to keep the group focused.
7. The job of the facilitator is to give the group structure, help them make a decision and follow through, and to push towards closure.

Mr. Bourlet: If you look back at the minutes from a previous meeting, I made a motion that the second meeting of every month should be a work session.

Mr. Kemper requested that the calendar of meetings be reformatted to include the following:

- The second meeting of every month is listed as a work session;
- Important dates; and
- Deadlines.

Mr. Rowell outlined the steps needed in order hire a facilitator for the Clean Water Commission:

1. A motion from the Clean Water Commission recommending the hiring of a facilitator;
2. Mr. Rowell would put together a staff report outlining the Commissions request for a facilitator;
3. The request would be forwarded onto the Director of Public Works for approval;
4. Upon approval, it would be sent to the Board of County Commissioners for final approval; and
5. The Clean Water Commissioners may want to schedule a work session with the Board of County Commissioners so they have an opportunity to answer any questions the BOCC may have and/or provide additional information that could help the Board render a decision in favor of hiring a facilitator.

Mr. Rowell pointed out that this process could take two – three weeks, and the earliest a facilitator could be hired would be March.

Mr. Ek: Motion 2001-0117-01: The Clean Water Commissioners shall establish an ad hoc committee to develop a scope and submit a request that a facilitator be hired to assist the Clean Water Commission in developing an incentive plan and other tasks as determined by the Clean Water Commission.

All Commissioners approved motion 2001-0117-01.

Mr. Kemper: I want it noted that we will set up a scope for determining what a facilitator could do to help the Clean Water Commission. I would like Mr. Rowell, two other volunteers, and myself to meet after the February 7th meeting to draft this request.

Grant Workshop Update:

Mr. Bourlet highlighted some main points from the grant workshop attended by some of the Clean Water Commissioners:

- Grants are graded on a point system, the workshop outlined what was needed in order to earn the maximum points for your application.
- To be successful in obtaining a grant you need to build a network with those who would benefit from your application and with The Department of Ecology.
- The key is to communicate.
- Out of 225 applications that were submitted for approval last year, 85 were approved. This was due to grants having missing data or forms being filled out incorrectly.

Mrs. Martin added that grant proposals need to be submitted no later than March 2, by 5:00 p.m.

Mr. Agard remarked that there are more low interest loans available than grants. The dollars available for grants are about one-half to two-thirds less than what was available last year.

Mr. Rowell informed the Commissioners that there are three grant opportunities they will apply for.

Mr. Rowell Informed the Clean Water Commissioners that it might be in their best interest to establish contact with Rusty Post and/or Dave Howard, the Total Maximum Daily Load coordinators.

Mr. Agard: I would like the Total Maximum Daily Load coordinators, Dave Howard and Rusty Post, to be sent our monthly meeting packets.

Mr. Agard: I feel that Mr. Swanson should be designing a water-monitoring program that we can implement regardless of whether we receive a grant.

Mr. Tuck: Mr. Ek, Mr. Swanson and myself, met and discussed developing a water-monitoring program. By the end of this year we should have some sort of water-monitoring system set up, with data that we can utilize.

Mr. Agard requested that the Clean Water Commission be notified of meetings held by the Washington Department of Ecology.

Mr. Kemper: I think that at this point we need to focus on the budget and an incentives program.

Rough Draft Annual Report:

Mr. Kemper requested the Clean Water Commissioners review the Rough Draft Annual Report, for discussion at the next Clean Water Commission Meeting.

Modifications to the Ordinance

Mr. Kemper requested the Clean Water Commissioners review the Rough Draft Proposed Modifications to Ordinance 1999-11-09, for discussion at the next Clean Water Commission Meeting.

Incentives:

Mr. Agard: Can we afford to implement an incentive program?

Mr. Stubbs: I think there many options to look at and a lot of things to consider.

Mr. Kemper: We have no choice but to put together an incentive program. Many business and residential customers are expecting this Commission to develop a significant incentives program.

Adjourn

Adjourn:

Commissioner Kemper adjourned the meeting at 8:30 p.m.

Next Meeting:

The next meeting is Wednesday, February 7, 2001 at Clark County Public Works Operations Department Conference Room, 6:00 – 8:30 p.m., 4700 NE 78th Street, Vancouver, Washington.

Respectfully submitted by Kelli Frost

H:\rowell\npdes\cwc notes 011701.doc